



DEPARTMENT OF THE TREASURY
FINANCIAL CRIMES ENFORCEMENT NETWORK

VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENTNUMBER : FINCN/02-028KRH

OPENING DATE : 09/11/02

CLOSING DATE : 09/23/02

POSITION : IT Planning Specialist

SERIES AND GRADE : GS-0301-14 (FPL: 14)

NUMBER OF VACANCIES : One

SALARY RANGE : \$78,265 to \$101,742 per annum

ORGANIZATION : Department of the Treasury
Financial Crimes Enforcement Network (FinCEN)
Office of Information Technology

DUTY STATION : Vienna, Virginia

APPLICATIONS WILL BE ACCEPTED FROM : Treasury employees with competitive status within the Washington DC commuting area.

SUMMARY OF DUTIES: The incumbent serves as the senior IT Planning Specialist in the IT Plans and Policy Team of the IT Support Section in the Office of Information Technology of FinCEN. The incumbent conducts program reviews to determine short and long-range capacity to provide the technology needed for FinCEN to its business objectives and in support of the Government Performance and Results Act, Information Technology Management Reform Act (Klinger-Cohen Act) and OMB A130. Provides liaison and support with key interfaces to communicate the needs and concerns of OIT and its business partners.

SUMMARY OF QUALIFICATION REQUIREMENTS: Applicants must have one year of specialized experience equivalent to the next lower grade level. Specialized experience is experience that equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.

TIME-IN-GRADE REQUIREMENT: Applicants must have 52 weeks of Federal service equivalent to the next lower grade level. Applicants must meet time-in-grade and qualification requirements within 60 days from the closing date of this announcement.

APPLICANTS WILL BE EVALUATED AGAINST THE FOLLOWING CRITERIA:

1. Expertise in the application of an enterprise architecture approach to define the business processes, information needed, and transitional processes to effectively implement new technologies in response to changing business needs. (Applicants must describe their experience in the planning of enterprise architecture activities and in measuring success in achieving related goals.)
2. Mastery of the scope of FinCEN programs, relationships between program activities of related organizations, and the current and potential role of information technology in those endeavors. (Applicants must describe their knowledge about FinCEN program activities and the relationship of FinCEN programs with financial, regulatory, law enforcement, and intelligence activities.)
3. Skill in developing reports, analyses, and correspondence relevant to program, planning, review and evaluation activities. (Applicants must describe their experience in preparing such materials in work situations relevant to subject position.)
4. Skill in dealing effectively with internal and external officials on program planning and evaluation activities that impact program operations. (Applicants must describe their experience in dealing with officials concerning program planning and evaluation activities.)

Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.

CONDITIONS OF EMPLOYMENT AND OTHER REQUIREMENTS OF THIS VACANCY:

Background Investigation: This position is a sensitive position and the tentative selectee must undergo and successfully complete a background investigation as a condition of placement/retention in the position.

Drug Screening: The position which may be filled under this announcement has been identified as a Testing Designated Position under the U.S. Customs Service, Drug-Free Workplace Program. Satisfactory completion of the drug test is a condition of placement and/or employment in the position and incumbents of this position are, thereafter, subject to Random Drug Screening.

Tax Record Check. Selectee is subject to the requirement of the U.S. Department of the Treasury to undergo a pre-appointment as well as an annual income tax filing record check.

Other Information:

Eligible CTAP/ICTAP employees within the commuting area who submit documentary evidence of eligibility (RIF notice or certificate of expected separation or other agency certification) and are found well qualified will receive selection priority as provided by regulations. In order to be determined well qualified, candidates must receive an excellent or good score when rated against each primary criterion.

Eligible displaced employees of the former Panama Canal Zone who submit documentary evidence of eligibility (a RIF separation notice) and are found well qualified will receive special selection priority to positions throughout the continental United States.

Eligible displaced employees of the District of Columbia Department of Corrections who submit documentary evidence of eligibility (a RIF separation notice) and are found qualified will receive selection priority to positions throughout the continental United States.

All candidates must be a citizen of the United States and present proof of citizenship, if selected.

Male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System or are exempt from having to do so under Selective Service law, if selected.

All Financial Crimes Enforcement Network employees are required to participate in Direct Deposit/Electronic Funds Transfer for salary payments.

No Relocation Expenses will be paid.

Financial Crimes Enforcement Network (FinCEN) employees MUST include the OF 612 "Optional Application for Federal Employment" or resume. To receive full consideration for this position, employees should address the evaluation criteria on plain bond paper and submit a copy of their current performance appraisal.

All other applicants MUST submit a copy of the OF 612 "Optional Application for Federal Employment" or resume and provide a copy of their most recent SF-50, Notification of Personnel Action or equivalent proof of current or prior competitive status. To receive full consideration for this position, applicants should address the evaluation criteria on plain bond paper and submit a copy of their most recent performance appraisal.

To obtain a copy of the OF 612 "Optional Application for Federal Employment", log onto www.usajobs.opm.gov/OF612.htm.

SUBMIT APPLICATION MATERIALS TO:

Application materials **MUST** be mailed to:

**Financial Crimes Enforcement Network
Human Resources
Vacancy Announcement: FINCN/02-028KRH
P.O. Box 39
Vienna, VA 22183-0039**

For additional copies of this Vacancy Announcement, please call: 1-800-944-7725.

For additional information, please call Eileen Brown (703) 905-3710. TDD (703) 905-3839

NOTES: All application materials **must** be sent to the mailing address shown. All materials and the envelope **must** include the vacancy announcement number. There may be delays in the receipt and processing of improperly addressed correspondence. FAX documents cannot be accepted. Applications are not to be mailed in U.S. Government "For Official Use Only" postage and fees paid envelopes. Individuals submitting applications material using U.S. Government, "Official Use Only" postage and fees paid envelopes will not receive consideration under the vacancy announcement. Applications will become part of the vacancy announcement case file and will not be returned to the applicant. Acknowledgment of receipt will be sent to all applicants.

The Financial Crimes Enforcement Network (FinCEN) provides reasonable accommodations to applicants with disabilities on a case-by-case basis. Applicants should notify the point of contact on this vacancy announcement if a reasonable accommodation is needed for any part of the application and hiring process.

The Financial Crimes Enforcement Network (FinCEN) is an Equal Opportunity Employer. All candidates will be considered regardless of their race, color, religion, sex, national origin, age, sexual orientation, protected genetic information, status as a parent, lawful political affiliation, marital status, physical/mental disability (if not a job factor), membership or non-membership in an employee organization, or any other non-merit factor.